

Regular Meeting of the Board of Directors



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

November 18, 2020

Welcome and opportunity for public comment



1

Bobby Jenkins
Chairman

Consent Agenda

2. Approve the minutes from the October 28, 2020 Regular Board Meeting
3. Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program
4. Approve an interlocal agreement with the Texas Department of Transportation for sharing intelligent transportation systems data
5. Approve Amendment No. 1 to the First Amended and Restated Maintenance Contract with Kapsch TrafficCom USA, Inc. to change the hours of operations for the Traffic & Incident Management (TIM) Center
6. Approve Work Authorization No. 2 under the First Amended and Restated Maintenance Contract with Kapsch TrafficCom USA Inc. for the replacement of toll equipment cameras on the 183A and 290E toll facilities
7. Approve Work Authorization No. 2 with Cofiroute USA, LLC for toll bill and website changes
8. Amend Chapter 4, Article 23 of the Mobility Authority Policy Code regarding the disposition of salvage or surplus property
9. Amend Chapter 4, Article 15 of the Mobility Authority Policy Code regarding the use of Texas Department of Information Resources (DIR) Cooperative Contracts Services
10. Approve Amendment No. 2 to the contract with RS&H, Inc. to extend the termination date for construction inspection services for the 183 South Project
11. Approve Supplemental Work Authorization No. 2 to Work Authorization No. 2 with Rodriguez Engineering Laboratories, LLC to extend the termination date for material acceptance testing services for the 183 South Project
12. Approve Amendment No. 2 to the contract with McGray & McGray Land Surveyors, Inc. to extend the termination date for survey quality assurance services for the 183 South Project



2-12

Bobby Jenkins

Chairman

Authorize the Issuance, Sale and Delivery of a Central Texas Regional Mobility Authority Subordinate Lien Revenue Bonds (TIFIA Bonds), in accordance with specified parameters for the refunding of TIFIA bonds on 183A Phase III, 290E Direct Connectors, and 183 South

William Chapman
Chief Financial Officer

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Discuss and consider approving a contract with RS&H Inc. for construction engineering and inspection services for the 183A Phase III Project

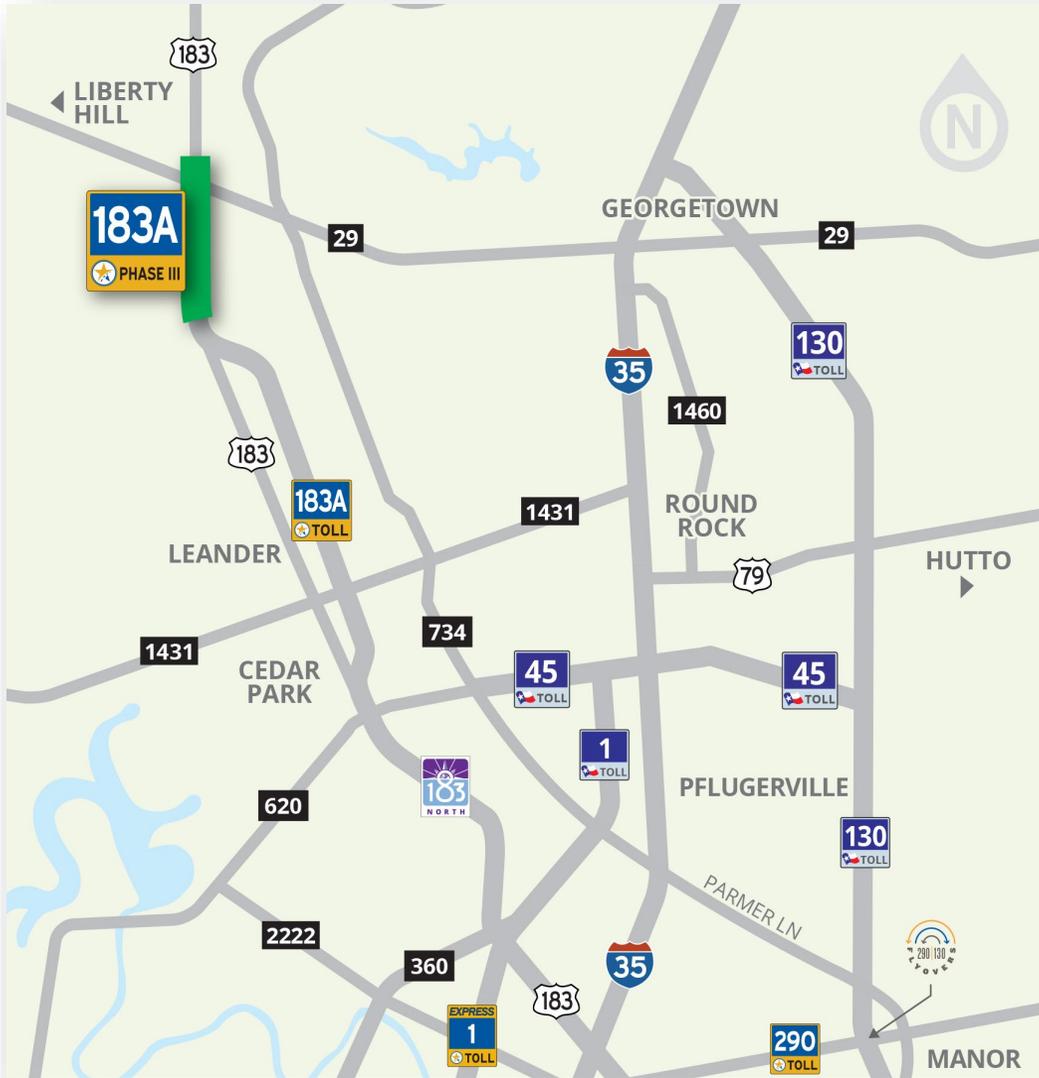
14

Mike Sexton, P.E.

Acting Director of Engineering



183A Phase III Project Overview



- » **Project Description:**
Construction of two tolled lanes in each direction and shared-use path facilities
- » **Limits:** From north of Hero Way to north of SH 29
- » **Total Project Cost:** \$277.3M
- » **Construction Cost:** \$175.7M
- » **Anticipated Notice to Proceed:**
By March 29, 2021
- » **Open to Tolling:** End of 2024



» **Scope:**

- » Construction engineering, inspection, materials testing and acceptance, survey quality assurance, and environmental compliance

» **Value:**

- » Construction Engineering and Inspection Services (CE&I) ensure that the contractor builds to the plans and specifications as intended
- » These services help provide a high-quality project reducing long term maintenance obligations



» **Not to Exceed Budget:**

» \$20,969,549

» **Work Authorization Term:**

» November 2020 to Final Acceptance
(Anticipated by December 2024)



Recommendation

- » Staff recommends the Board approve the contract for Construction Engineering & Inspection (CE&I) services with RS&H for the Project, and
 - » Authorize the Executive Director to negotiate and execute the contract in substantially the same form as attached with the scope as described, with a not to exceed budget of \$20,969,549 and a contract term through Final Acceptance of the Project
 - » Authorize the Executive Director and/or his designee to issue work authorizations on behalf of the Mobility Authority within the budget, term, and scope of the contract

Discuss and consider approving Work Authorization No. 16 with Atkins North America, Inc. for general engineering consultant services to provide project management and construction oversight on the 183A Phase III Project



Mike Sexton, P.E.
Acting Director of Engineering



» Scope:

- » Project management, reporting, project controls, construction, design, and environmental oversight, ROW and utility coordination, public involvement and system integration support

» Value:

- » Supplements Mobility Authority staff for all project construction oversight elements



» **Total Work Authorization Budget:**

» \$7,184,888

» **Work Authorization Term:**

» November 2020 to Final Acceptance
(Anticipated by December 2024)



Recommendation

- » Staff recommends approval of a work authorization with Atkins to perform general engineering consulting services to provide oversight of the construction of the 183A Phase III Project in an amount not to exceed \$7,184,888



Report on the Mobility Authority's Qualified Veteran Toll Discount Program

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Tracie Brown
Director of Operations



QUALIFIED
VETERAN
DISCOUNT PROGRAM

- » Program implemented in November 2018
- » Eligible Texas license plates include Disabled Veterans as well as recipients of Purple Heart, Congressional Medal of Honor, Legion of Valor awards
- » Participants receive toll-free passage on all Mobility Authority-operated roads, **except MoPac Express Lanes**
- » Program participation is limited to one (1) vehicle per veteran, or for those who qualify for a hardship exemption, the limit is two (2) vehicles per veteran



Process Overview





We are honored
to give back
to those who've
served.

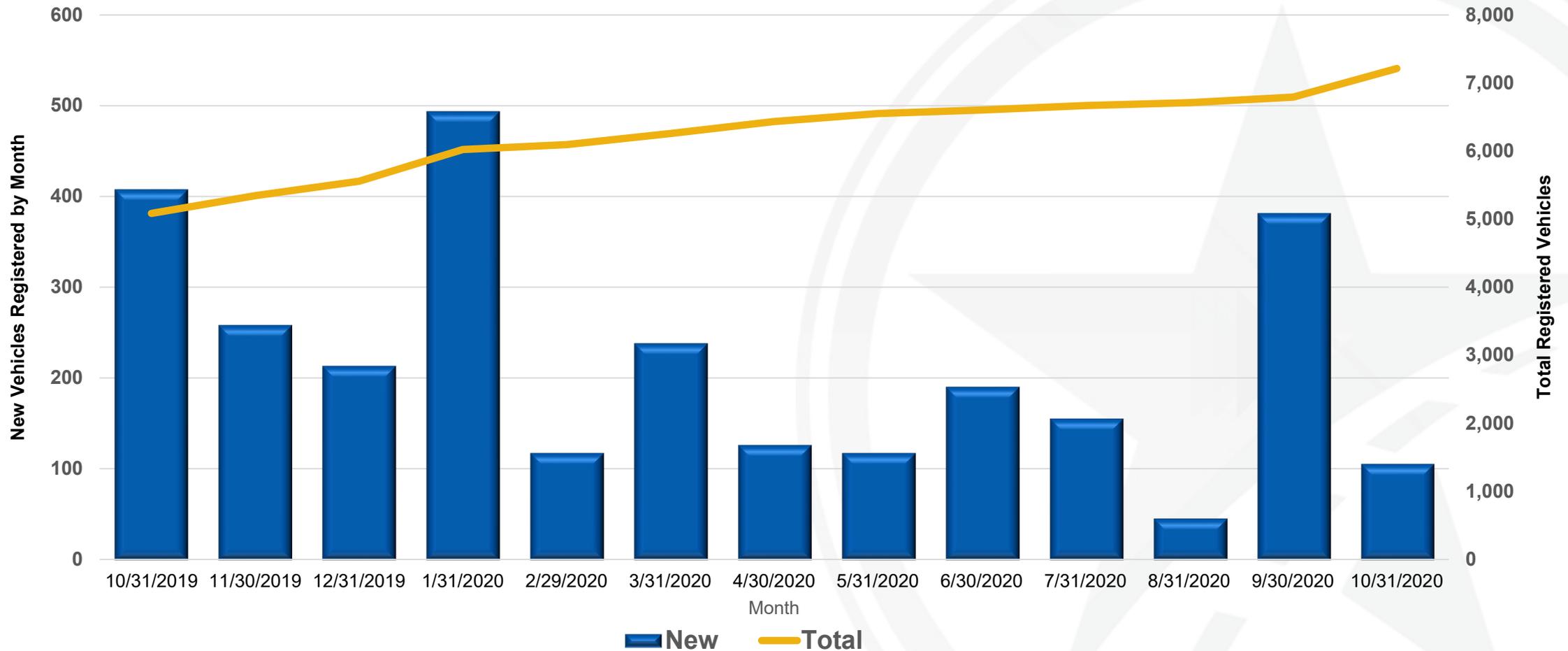
QUALIFIED
VETERAN
DISCOUNT PROGRAM

183A	290	71	45	183
TOLL	TOLL	TOLL	TOLL	TOLL



Qualified Veteran Program Participation

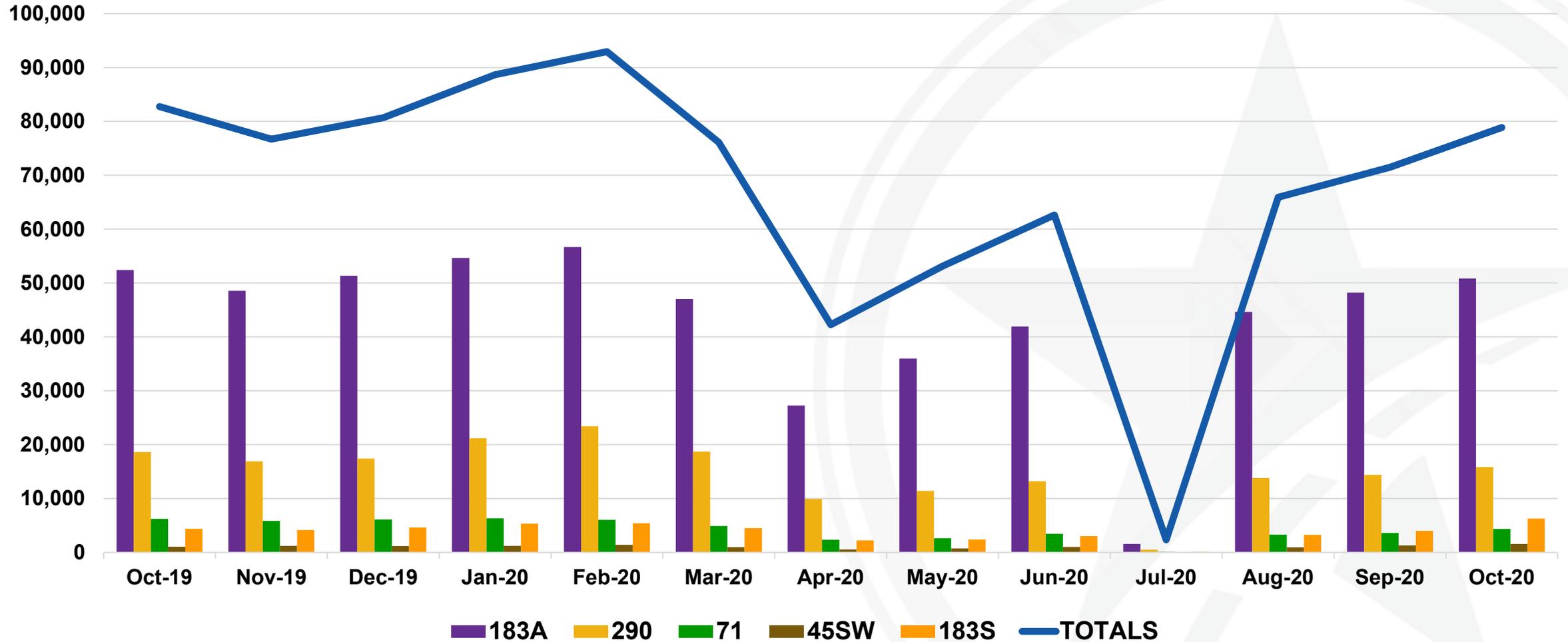
Qualified Veteran Enrollment Trends *Prior 12 Months*





Program Transactions by Roadway

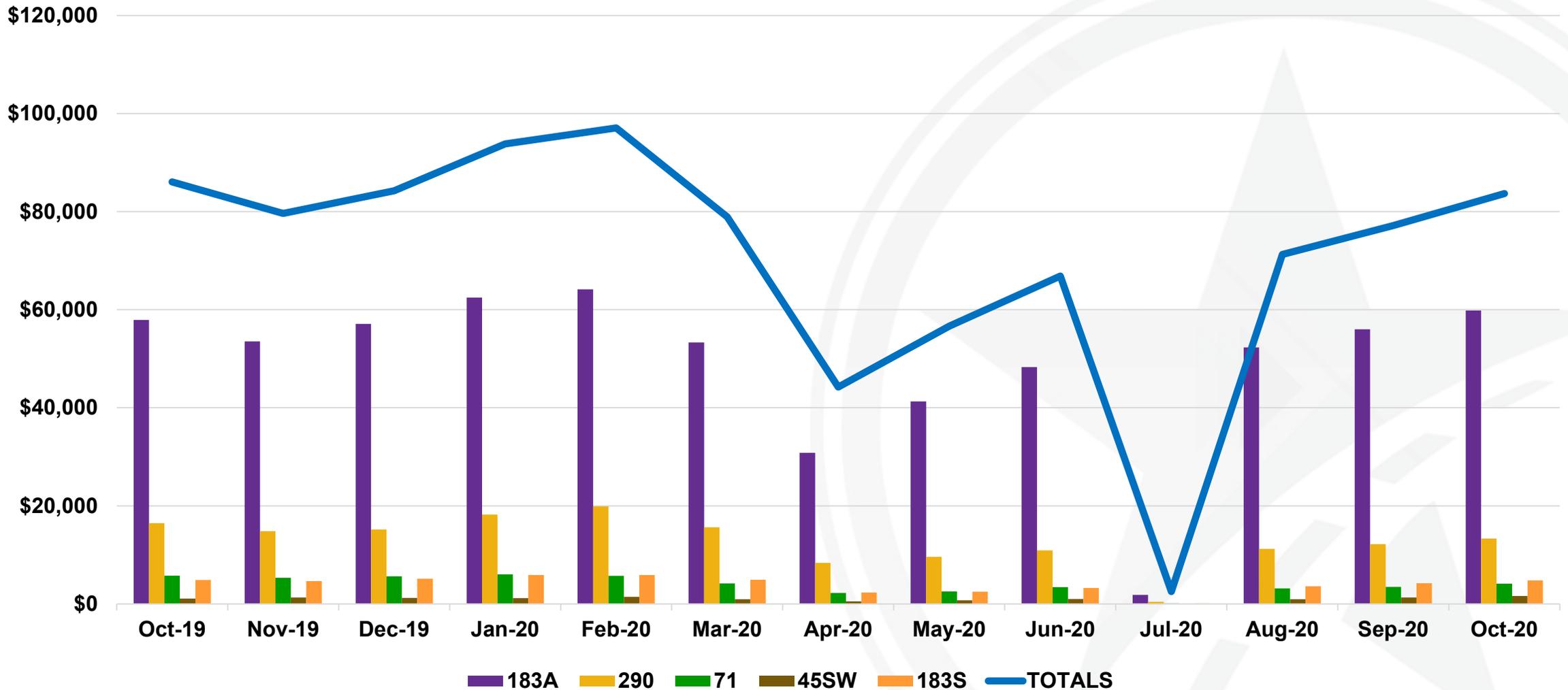
Qualified Veteran Program Transactions *Prior 12 Months*





Program Revenue Impact by Roadway

Qualified Veterans Revenue Impact by Roadway *Last 12 Months*



Executive Director Board Report

- A. Effect of COVID-19 on agency operations
- B. 183 South Project – Change Order #21b, Wall 125
Differing Site Condition

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Mike Heiligenstein
Executive Director

Executive Director Board Report

- A. Effect of COVID-19 on agency operations
- B. 183 South Project – Change Order #21b, Wall 125
Differing Site Condition

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Mike Heiligenstein

Executive Director

Executive Session

Please remain seated and quiet while the Executive Session agenda is read into the record.

18. Discuss legal issues related to claims by or against the Mobility Authority; pending or contemplated litigation and any related settlement offers; or other matters as authorized by §551.071 (Consultation with Attorney)
19. Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects, as authorized by §551.071 (Consultation with Attorney)
20. Discuss personnel matters as authorized by §551.074 (Personnel Matters)

18-20

Bobby Jenkins

Chairman

Adjourn Meeting



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Bobby Jenkins
Chairman

Regular Meeting of the Board of Directors



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

November 18, 2020

CONSENT AGENDA BACKUP MATERIALS



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program

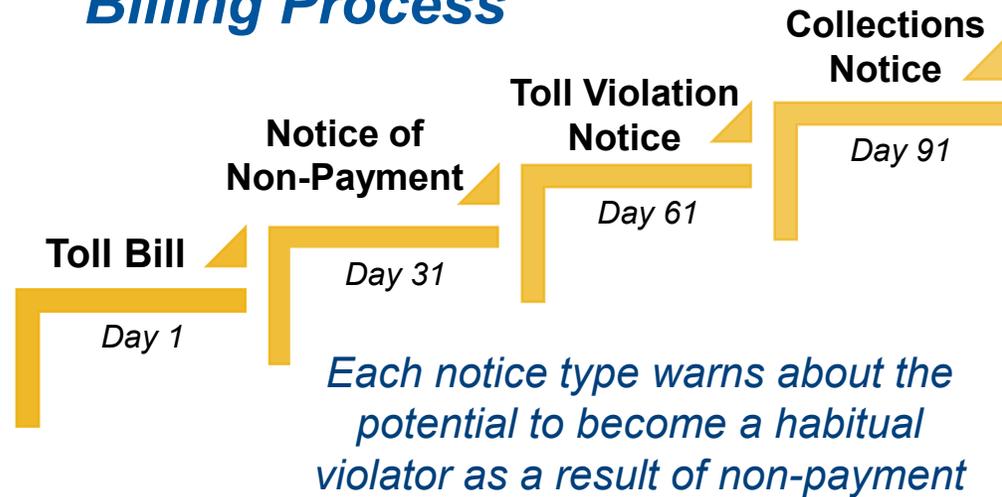
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Tracie Brown

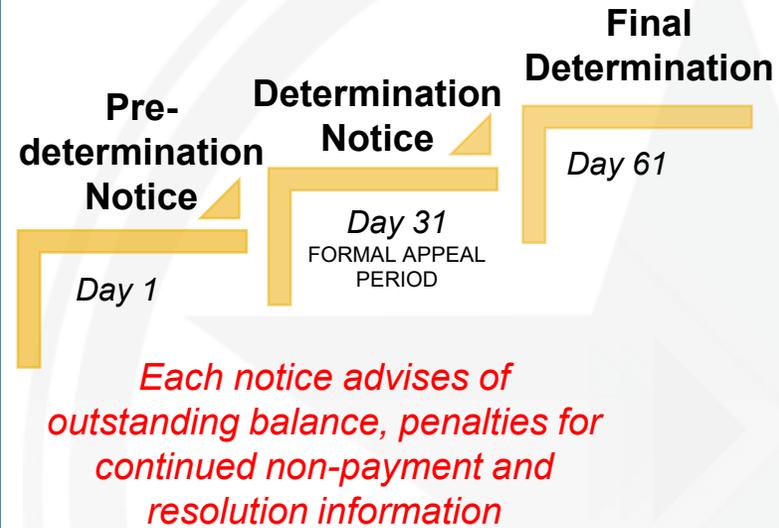
Director of Operations



Pay By Mail Billing Process



Habitual Violator Process



OUTCOMES

1. Vehicle Registration Renewal Block
2. Notice of Vehicle Prohibition
3. On-road Enforcement





» Approval of a *Vehicle Prohibition Order* for the identified habitual violator customers.

- » Number of prohibited vehicles: TBA
- » Total number of unpaid tolls: TBA
 - Median number of outstanding tolls per vehicle: TBA
 - Median unpaid toll balance: TBA
 - Median unpaid admin fee balance: TBA

» Next Steps

- » Customers will receive *Prohibition Order* by mail
- » Customers found to be in violation of prohibition are subject to warning, citation with up to \$500 fine and/or vehicle impoundment



Approve an interlocal agreement with the Texas Department of Transportation for sharing intelligent transportation systems data

4

Tracie Brown
Director of Operations



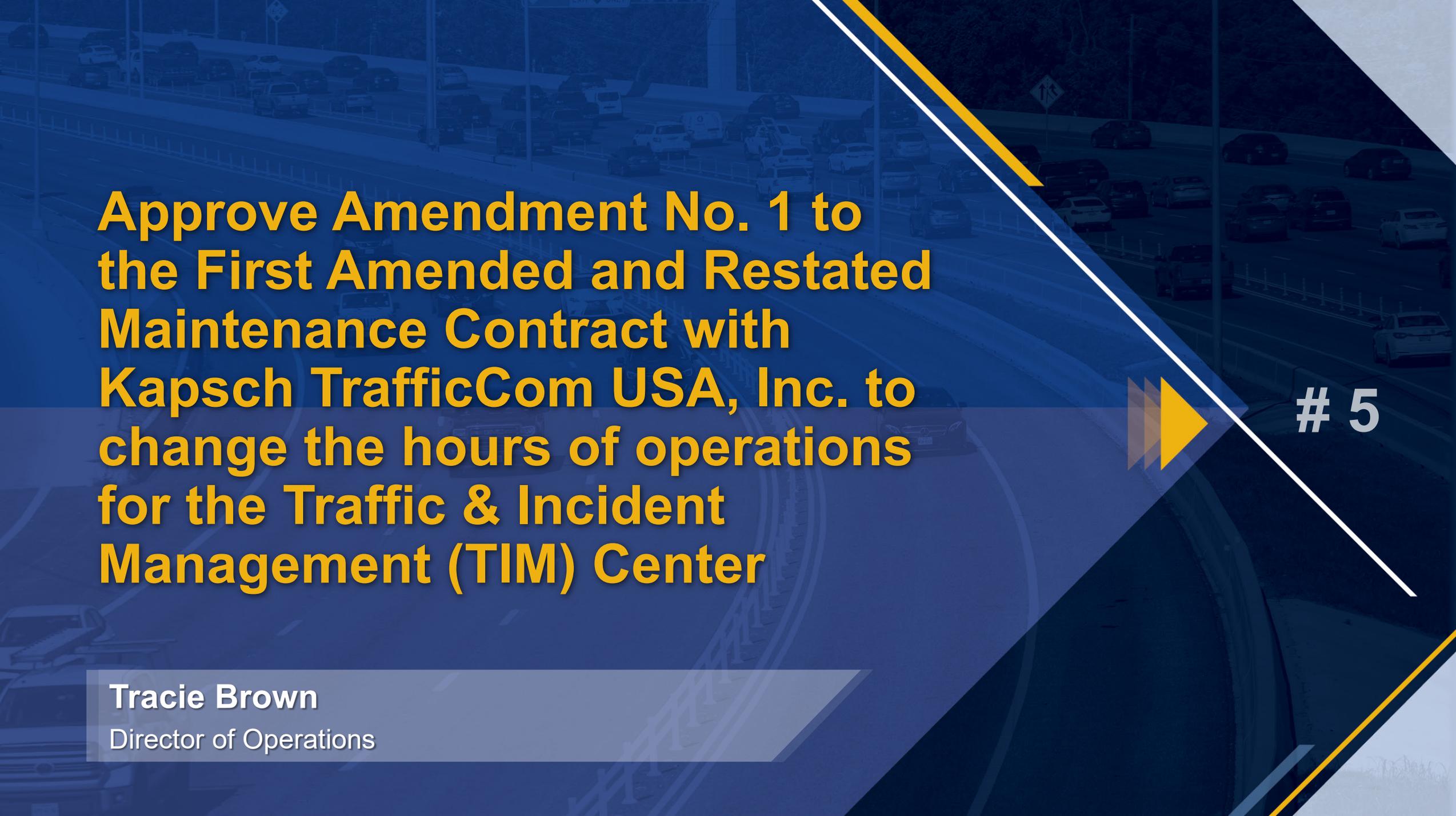
Interlocal Agreement Overview

- » Interlocal Agreement (ILA) grants non-exclusive rights to real-time traffic data including camera images/streams, traffic sensors, signs and communication links
- » This data exchange allows for more efficient traffic incident and management coordination to assist the Central Texas traveling public
- » Sharing this data permits TxDOT to coordinate with local law enforcement when the Mobility Authority's Traffic & Incident Management (TIM) Center is not staffed (weekdays 7:30p – 6:00a, weekends and holidays)
- » This is a no cost agreement that terminates five years after execution



Staff Recommendation

- » Staff recommends approval of the Interlocal Agreement with the Texas Department of Transportation for sharing intelligent transportation systems data



**Approve Amendment No. 1 to
the First Amended and Restated
Maintenance Contract with
Kapsch TrafficCom USA, Inc. to
change the hours of operations
for the Traffic & Incident
Management (TIM) Center**

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Tracie Brown

Director of Operations



Amend current language related to the TIM Center hours of operation

» **Current language:**

- » “Staff the ELCC during peak hours and in operations from 5:30am – 8pm, 5 days a week excluding holidays”
- » “There will be 2 full-time equivalent ELCC Operators covering the following shifts, 13 hours per day and five (5) days per week:
 - Morning shift: 5:30 AM to 1:30 PM
 - Afternoon shift: 12:00 Noon to 8:00 PM

» **Proposed language:**

- » “Staff the TIM Center during peak hours, five (5) days a week excluding holidays”
- » “There shall be a minimum of two (2) full-time equivalent ELCC Operators covering two 8-hour shifts, one in the morning and one in the afternoon, five (5) days per week. The specific hours will be negotiated by Mobility Authority and Kapsch staff to ensure that TIM Center operations are sufficiently monitored.”



Staff Recommendation

- » Approve Amendment No. 1 to the Restated Maintenance Agreement with Kapsch TrafficCom to change the hours of operations for the Traffic & Incident Management (TIM) Center

**Approve Work Authorization
No. 2 under the First
Amended and Restated
Maintenance Contract with
Kapsch TrafficCom USA Inc.
for the replacement of toll
equipment cameras on the
183A and 290E toll facilities**

Greg Mack

Assistant Director of Toll Systems & IT

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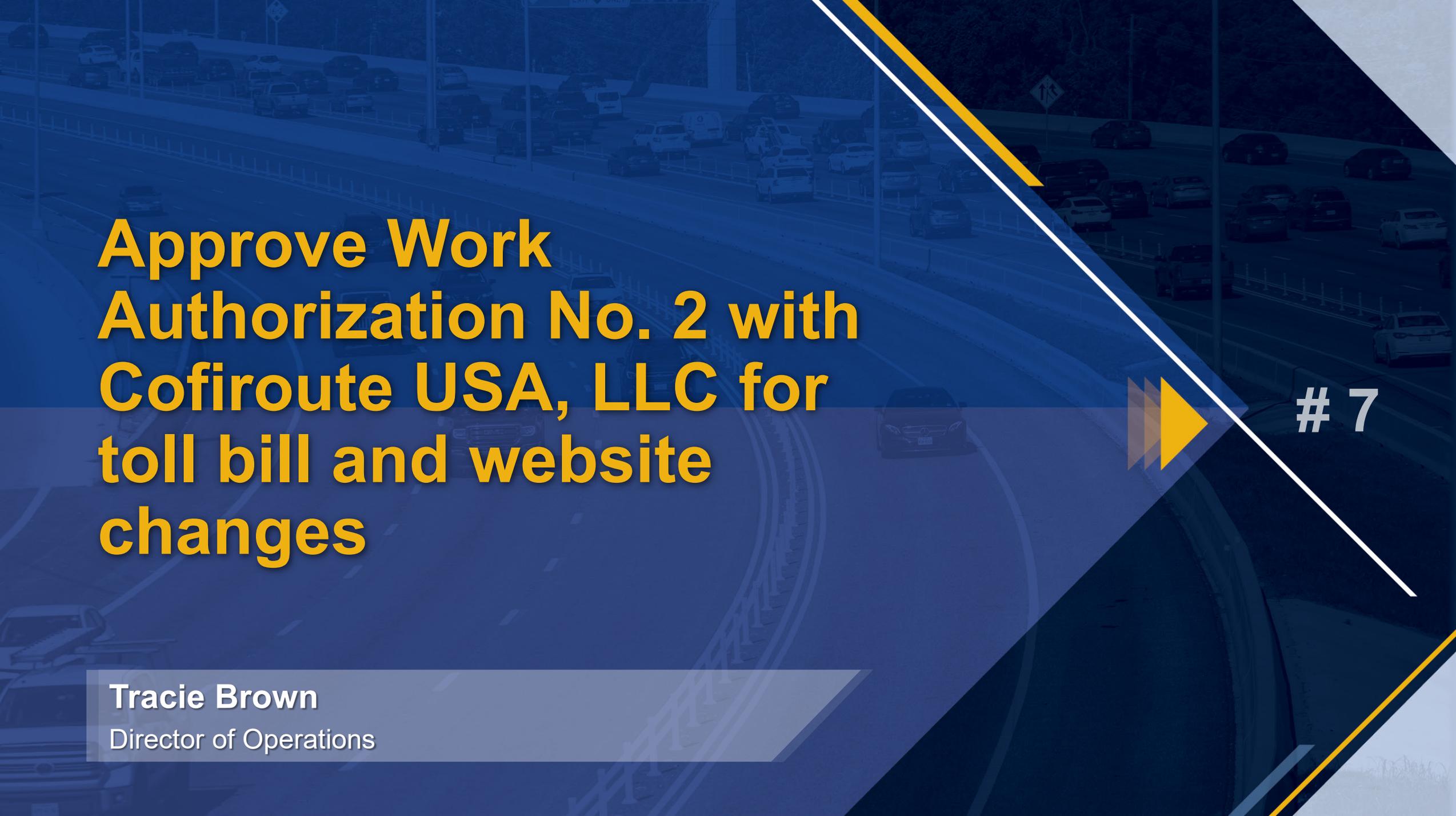


- » **Replace aging cameras and strobes on the 183A Toll Phases I & II and 290 Toll roadways**
 - » A total of 84 cameras will be purchased
 - » New equipment will be installed at high-volume mainline gantries and old but newer models shifted to ramp locations
 - » Action will reduce the number of toll transactions rejected due to poor image quality and increase the Authority's opportunity to collect the related revenue
 - » Item budgeted in FY21 Capital Budget under Renewal & Replacement
- » **The total cost of this Work Order is not to exceed \$936,006.56**



Staff Recommendation

- » Approve Work Authorization No. 2 under the First Amended and Restated Maintenance Contract with Kapsch TrafficCom USA Inc. for the replacement of toll equipment cameras on the 183A and 290E toll facilities



Approve Work Authorization No. 2 with Cofiroute USA, LLC for toll bill and website changes

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Tracie Brown
Director of Operations



- » **Facilitate system changes required to support revamped Pay By Mail (PBM) bills and payment website**
 - » Allows for a more complete picture for customers of their total balance owed
 - » Provides the ability for the Authority's PBM customers to use their invoice number and license plate to view and / or pay invoices and collections balances from a single screen and in a single step
 - » Implements changes to the invoice data file generation in support of the redesigned toll bill templates



NEW Toll Bill Design

PAY BY MAIL
LICENSE PLATE TOLL BILL

AMOUNT DUE: \$XX.XX
Payment Due Date: JUNE 31, 2020
Vehicle License Plate: Z93DQJ

INVOICE# 100008634973

INVOICE DATE: JUNE 20, 2020

NEW CHARGES

Tolls \$XX.XX
Processing Fee(s) \$XX.XX
Out of State Lookup Fee \$XX.XX

TOTAL NEW CHARGES \$XX.XX

TOTAL DUE \$XX.XX

YOU COULD HAVE SAVED \$XX.XX WITH A TAG!
Open an account and get the lowest rates.
Learn more at www.paymobilitybill.com

AVOID LATE CHARGES
See reverse side for details

TRIP & TRANSACTION INFORMATION

DATE	TIME	TRANSACTION	LOCATION	YOU PAY
NEW CHARGES				
09/24/2019	04:21:53 PM	30113370	Giles Mainline EB 04	\$1.77
09/24/2019	04:21:53 PM	30113370	Giles Mainline EB 04	\$1.77
09/24/2019	04:21:53 PM	30113370	Giles Mainline EB 04	\$1.77
09/24/2019	04:21:53 PM	30113370	Giles Mainline EB 04	\$1.77
09/24/2019	04:21:53 PM	30113370	Giles Mainline EB 04	\$1.77

Transactions continued on reverse side

CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY

183 183A 71 290 45 1
TOLL TOLL TOLL TOLL TOLL

PAY YOUR BILL

EASY PAY ONLINE
WWW.PAYMOBILITYBILL.COM

BY PHONE
(833) 762-8655 or (512) 410-0562

PAY BY MAIL
RMA Toll Processing
P.O. Box 734182
Dallas, TX 75373-4182

IN PERSON
14050 Summit Drive, Suite 113A
Austin, TX 78728

30 DAYS \$15 IN FEES
60 DAYS \$30 IN FEES
90 DAYS \$45 IN FEES / COLLECTIONS

NOT YOUR CAR?
Please contact us immediately at www.paymobilitybill.com to resolve.



LICENSE PLATE TOLL PAYMENT FORM

To pay by mail, please detach at perforation and return with check payable to RMA TOLL PROCESSING. DO NOT SEND CASH

CTRMA Processing
PO BOX 3649
Pflugerville, TX 78691
CHANGE SERVICE REQUESTED

AMOUNT DUE \$XX.XX
Payment Due Date JUNE 31, 2020
Vehicle License Plate Z93DQJ
Invoice Date June 20, 2020

Invoice# 100008634973

RMA Toll Processing
P.O. Box 734182
Dallas, TX 75373-4182

- » **License Plate Graphic:** Introduce license plate graphic, summarizing only the most important content within for clearer messaging and payment paths
- » **Charges:** Simplify the charges / fees list to allow users to quickly understand their charges
- » **Payment Methods:** Better emphasize the different payment methods
- » **Savings:** Redesign so the Tag Savings messaging is easier to compare to promote benefits
- » **Late Charges:** Clearly outline a color-based progression of late charges and include a timeline graphic to improve transparency and define expectations
- » **Trip and Transaction Table:** Move the trip and transaction table to the first page to promote a better understanding of charges



NEW Past Due Bill Notice Design

PAY BY MAIL
 LICENSE PLATE TOLL BILL
30 DAYS PAST DUE

AMOUNT DUE: \$XX.XX
Payment Due Date: JUNE 31, 2020
Vehicle License Plate: Z93DQJ
INVOICE# 100008634973

INVOICE DATE: JUNE 20, 2020

NEW CHARGES

Tolls	\$XX.XX
Processing Fees(s)	\$XX.XX
Out of State Lookup Fee	\$XX.XX
NSF Fee	\$XX.XX
TOTAL NEW CHARGES	\$XX.XX

PREVIOUS CHARGES

Previous Balance	\$XX.XX
Payments/Credits	\$XX.XX
Non-Payment Fee(s) Assessed	\$XX.XX
Balance Forward	\$XX.XX
COLLECTIONS BALANCE	\$XX.XX
TOTAL PREVIOUS CHARGES	\$XX.XX

TOTAL DUE \$XX.XX
Previous + Current Charges

183 183A 71 290 45 1

PAY YOUR BILL

EASY PAY ONLINE
WWW.PAYMOBILITYBILL.COM

BY PHONE
(833) 762-8655 or (512) 410-0562

PAY BY MAIL
RMA Toll Processing
P.O. Box 734182
Dallas, TX 75373-4182

IN PERSON
14050 Summit Drive, Suite 113A
Austin, TX 78728

AVOID FURTHER LATE CHARGES See reverse side for details

30 DAYS
→
60 DAYS
→
90 DAYS

\$16 IN FEES \$30 IN FEES \$48 IN FEES + COLLECTIONS

TRIP & TRANSACTION INFORMATION			LICENSE PLATE #Z93DQJ	
DATE	TIME	TRANSACTION	LOCATION	YOU PAY
NEW CHARGES				
09/24/2019	04:21:53 PM	30113370	Gilas Mainline EB 04	\$1.77
09/24/2019	04:21:53 PM	30113370	Gilas Mainline EB 04	\$1.77
09/24/2019	04:21:53 PM	30113370	Gilas Mainline EB 04	\$1.77
09/24/2019	04:21:53 PM	30113370	Gilas Mainline EB 04	\$1.77
09/24/2019	04:21:53 PM	30113370	Gilas Mainline EB 04	\$1.77

Transactions continued on reverse side

NOT YOUR CAR?
 Please contact us immediately at www.paymobilitybill.com to resolve.

LICENSE PLATE TOLL PAYMENT FORM

30 DAYS PAST DUE

AMOUNT DUE: \$XX.XX
Payment Due Date: JUNE 31, 2020
Vehicle License Plate: Z93DQJ
Invoice Date: June 20, 2020
Invoice# 100008634973

To pay by mail, please detach at perforation and return with check payable to RMA TOLL PROCESSING. DO NOT SEND CASH

CTRMA Processing
 PO BOX 3649
 Pflugerville, TX 78691
 CHANGE SERVICE REQUESTED

RMA Toll Processing
 P.O. Box 734182
 Dallas, TX 75373-4182

00003 LAST, FIRST NAME
 0000 ADDRESS
 00000 CITY, TX 00000-0000

7341821045589090000000277100008634973202001012

- » **Different Color Palette:** Introduce a new color palette to emphasize Past Due charges
- » **Summarized Charges:** Add previous charges to the comprehensive total so all charges owed are in single space. Add collections balance as well, but highlight it to draw attention
- » **Late Charge Timeline:** Change the Late Charge Timeline to align with the current stage of billing
- » **Consistent Palette:** Include new colors in the payment stub and “30 Days Past Due” messaging
- » **New Information:** Add a Trip and Transaction table to the Previous Charges section in the new color at the end of current charges table



NEW Combined Pay By Mail Website Design

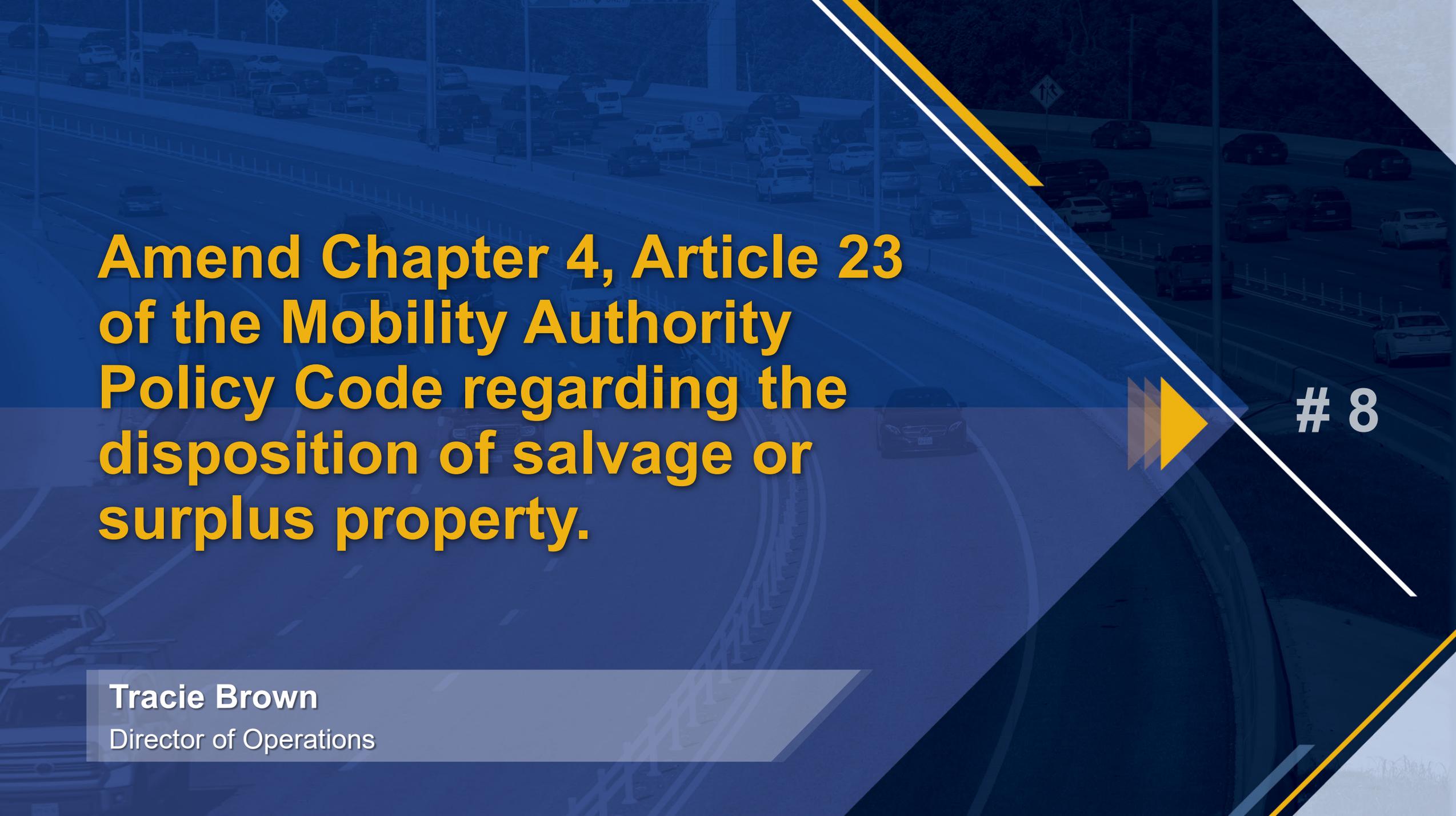
- » **Consistent Branding:** Redesign online payment portal so header and footer better match the Authority's brand and website, and change the login boxes for both license plate customers and prepaid account customers and list ways users can pay on portal site
- » **Program Consistency:** Carry new license plate graphic into the agency site branding and online payment portal to help customers easily connect their PBM bill with its source
- » **Focus Attention:** Clearly separate logins for PBM customers and prepaid account customer, and replace the "Account #" with "Invoice #" and make login boxes for each customer type visually unique
- » **Simplify:** Consolidate paymobilitybill.com content and migrate it to Authority's agency site <https://www.mobilityauthority.com/pay-your-toll>





Staff Recommendation

- » The total cost for the Cofiroute Work Authorization No. 2 is \$93,658.17
- » The estimated time to complete the work is 10 weeks after Notice to Proceed
- » Staff recommends approval of Work Authorization No. 2 with Cofiroute USA, LLC for toll bill and website changes



Amend Chapter 4, Article 23 of the Mobility Authority Policy Code regarding the disposition of salvage or surplus property.

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Tracie Brown
Director of Operations



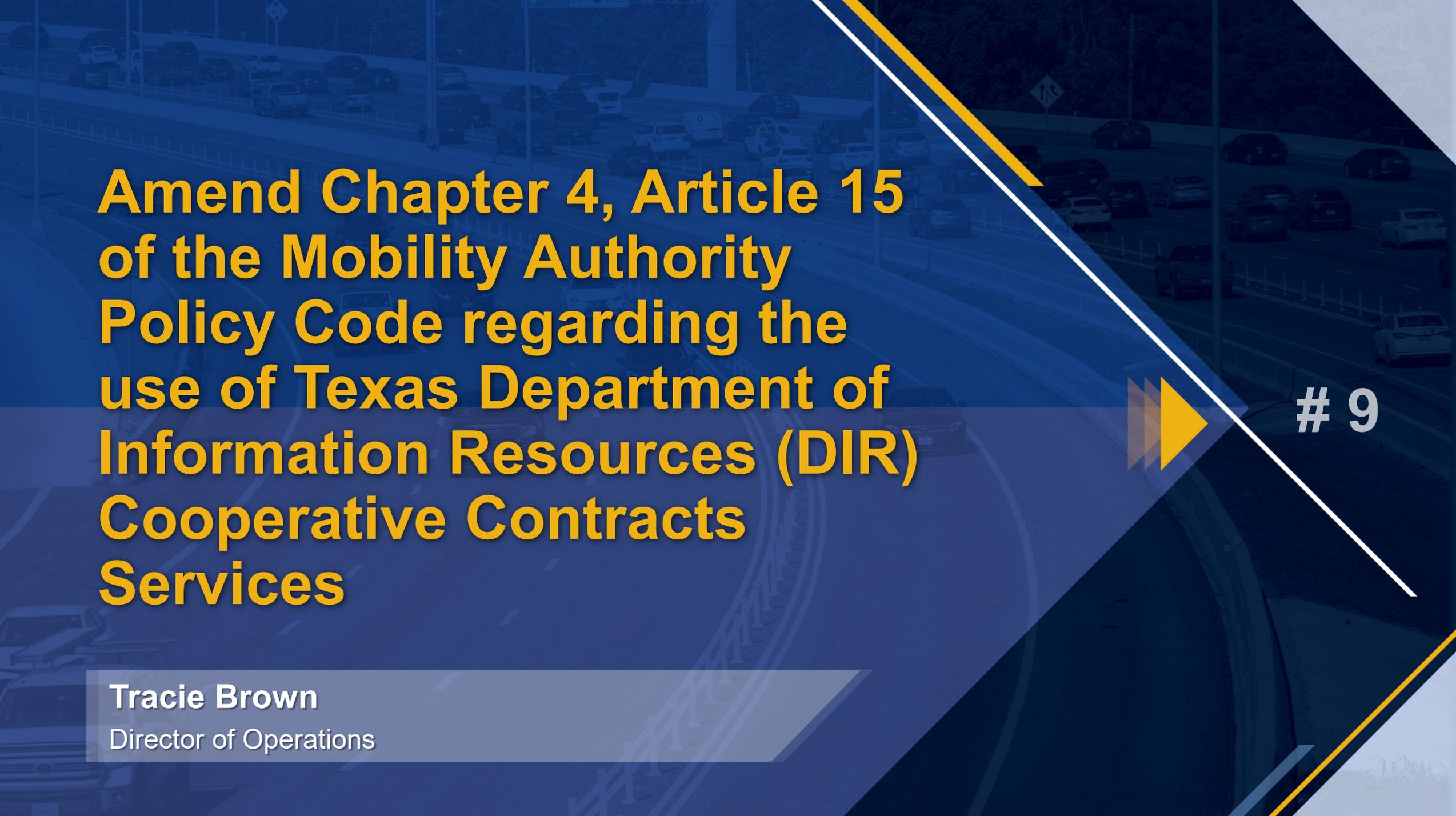
Policy Code Change Overview

- » Surplus property is assets and/or inventory that is obsolete, damaged, worn out and of no use to the agency
- » Examples of surplus property includes furniture, computers, printers, monitors, toll equipment, etc.
- » This Policy Code change adds language allowing this property to be recycled if determined to be in the best interest of the Mobility Authority



Staff Recommendation

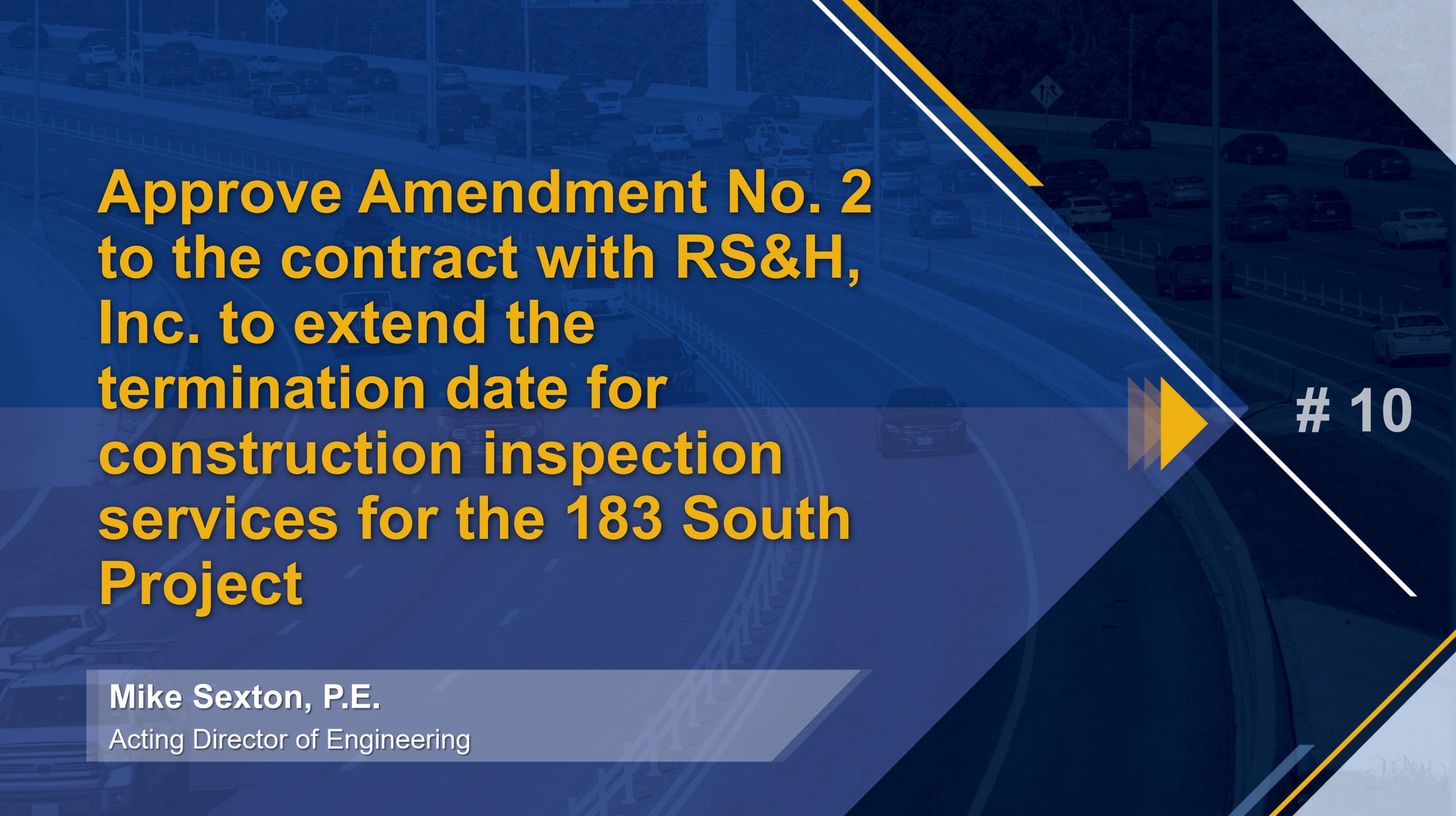
- » Staff recommends approval of a change to Article 23 of the Mobility Authority Policy Code regarding disposition of salvage or surplus property



Amend Chapter 4, Article 15 of the Mobility Authority Policy Code regarding the use of Texas Department of Information Resources (DIR) Cooperative Contracts Services

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Tracie Brown
Director of Operations

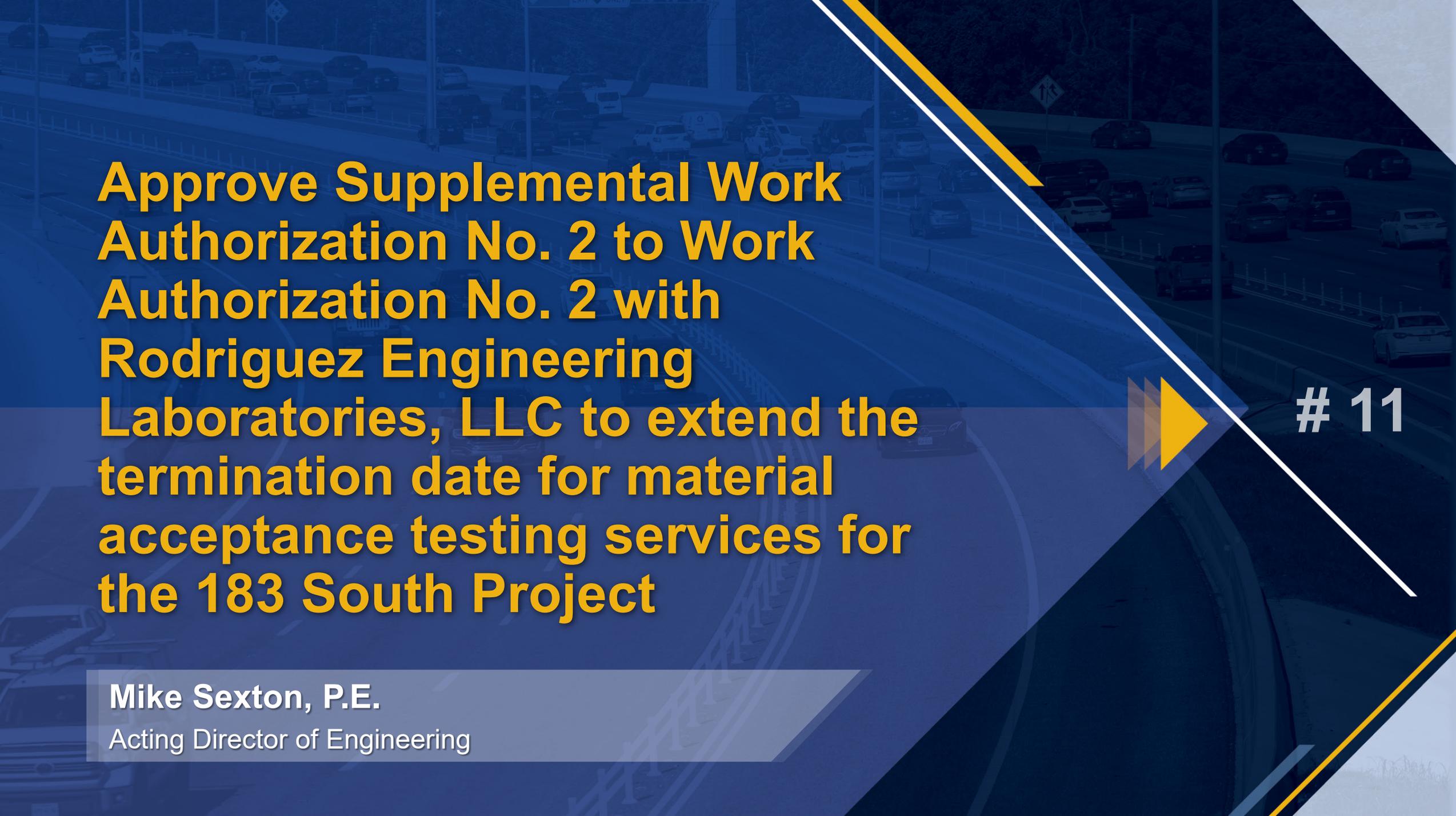


**Approve Amendment No. 2
to the contract with RS&H,
Inc. to extend the
termination date for
construction inspection
services for the 183 South
Project**

10

Mike Sexton, P.E.

Acting Director of Engineering

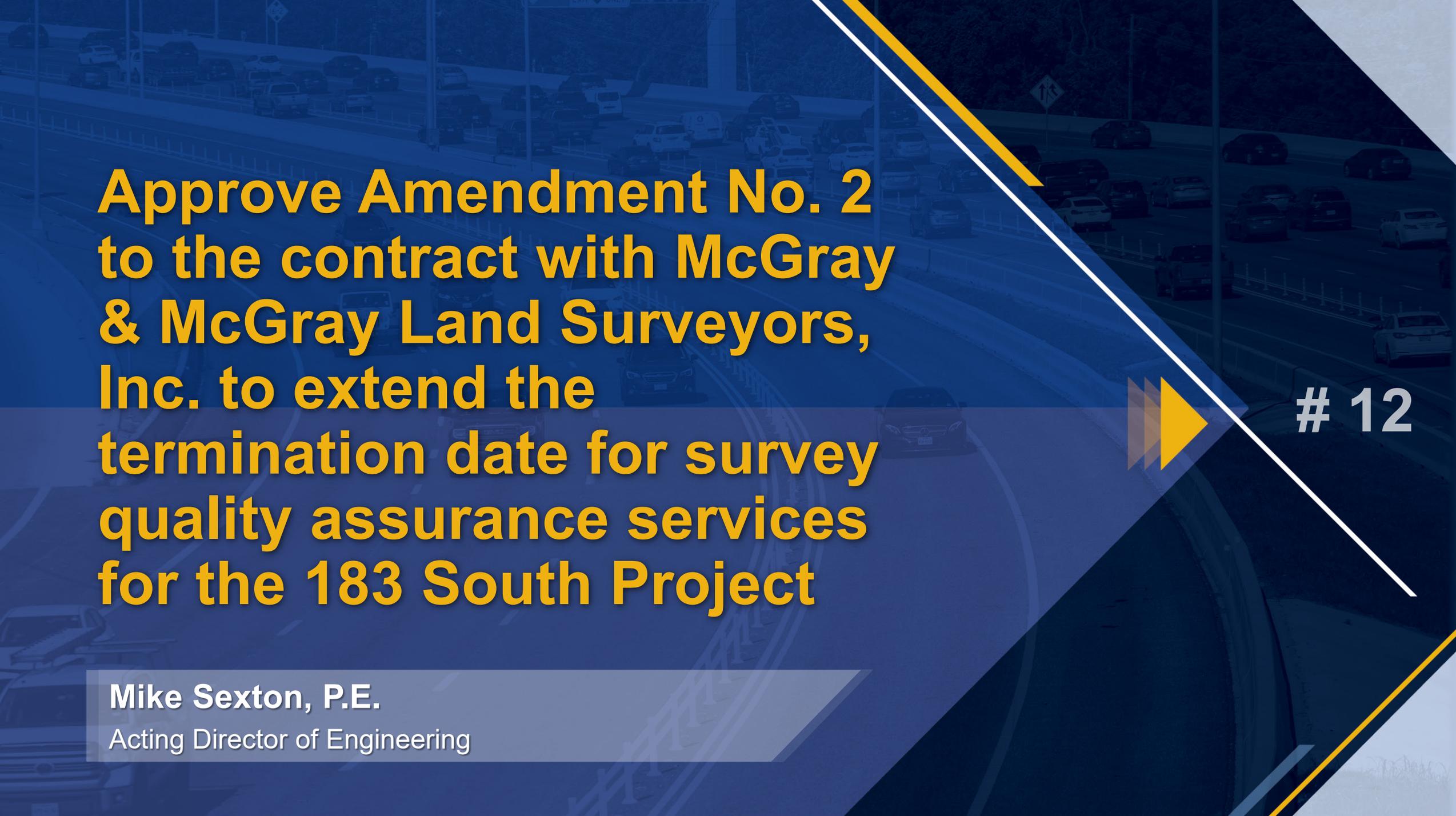


**Approve Supplemental Work
Authorization No. 2 to Work
Authorization No. 2 with
Rodriguez Engineering
Laboratories, LLC to extend the
termination date for material
acceptance testing services for
the 183 South Project**

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Mike Sexton, P.E.

Acting Director of Engineering



**Approve Amendment No. 2
to the contract with McGray
& McGray Land Surveyors,
Inc. to extend the
termination date for survey
quality assurance services
for the 183 South Project**

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Mike Sexton, P.E.

Acting Director of Engineering

Regular Meeting of the Board of Directors



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

November 18, 2020